

Admin.

July 28, 2006

Memorandum 2006-28

2007 Meeting Schedule

For the last few years we have followed a pattern of meeting every other month for one day. That has worked reasonably well for our present staffing level. It allows us to produce a sufficient amount of material for the meeting, and permits reasonable progress on most topics.

If we find that we need to schedule more meeting time in order to meet a deadline, we can expand a scheduled meeting to two days, as we did for our June 2006 meeting. With that in mind, Commissioners should try to reserve the Thursday preceding the proposed August, October, and December meetings if possible.

Consistent with our past practice, proposed Sacramento meetings are scheduled for Thursdays. That should make it easier for the legislative members of the Commission to attend. All other meetings are scheduled for Fridays, on the assumption that a Friday meeting would be most convenient for non-legislative Commissioners.

However, there are disadvantages to traveling on a Friday as opposed to other days of the week: airports are generally more congested, there is less opportunity to shift to an earlier flight if a meeting finishes early, and post-meeting traffic is heavier. The Commission should consider whether it might make sense to meet on a day other than Friday.

Taking into account the Legislature's calendar, airline schedules, holidays, staff vacations, weather, etc., the staff proposes the following meeting schedule for 2007. Please bring your calendars to the meeting so we can adjust the proposed schedule as necessary to enable maximum attendance by Commission members.

Any California Law Revision Commission document referred to in this memorandum can be obtained from the Commission. Recent materials can be downloaded from the Commission's website (www.clrc.ca.gov). Other materials can be obtained by contacting the Commission's staff, through the website or otherwise.

SCHEDULED MEETINGS

August 2006 Aug. 18 (Fri.)	Burbank 9:00 am – 4:30 pm
October 2006 Oct. 27 (Fri.)	Burbank 9:00 am – 4:30 pm
December 2006 Dec. 8 (Fri.)	Burbank 9:00 am – 4:30 pm

PROPOSED MEETINGS

March 2007 Mar. 1 (Thur.)	Sacramento 9:00 am – 4:30 pm
April 2007 April 26 (Thur.)	Sacramento 9:00 am – 4:30 pm
June 2007 June 21 (Thur.)	Sacramento 9:00 am – 4:30 pm
August 2007 Aug. 24 (Fri.)	Burbank 9:00 am – 4:30 pm
October 2007 Oct. 26 (Fri.)	Burbank 9:00 am – 4:30 pm
December 2007 Dec. 14 (Fri.)	Burbank 9:00 am – 4:30 pm

Respectfully submitted,

Brian Hebert
Assistant Executive Secretary